



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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<b>PUBLIC MEETING MINUTES:</b>	<b>REAL ESTATE EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Thursday, July 3, 2008 at 9:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b>
<b>MINUTES APPROVED</b>	August 7, 2008

**MEMBERS PRESENT**

Michael L. McGavisk, New Castle County, Professional Member, Chairperson, Presiding  
Edward T. Hammond, Jr., Kent County, Professional Member, Vice Chairperson  
Karen Hamilton, Sussex County, Professional Member  
Roger Truemper, Esquire, New Castle County, Public Member  
Dee Carroll, Kent County, Public Member  
Geri Parisi, New Castle County, Professional Member  
Tammy R. Hadder, Sussex County, Professional Member  
Frani Melda, Kent County, Professional Member  
Larry Tims, New Castle County, Professional Member  
Barbara Mitchell, Sussex County, Public Member

**MEMBERS ABSENT**

Linda Brannock, Kent County, Professional Member  
Susan Mills, Sussex County, Professional Member

**DIVISION STAFF**

Gayle Melvin, Administrative Specialist III

**CALL TO ORDER**

Mr. McGavisk called the meeting to order at 9:45 a.m.

**REVIEW OF MINUTES**

A motion was made by Ms. Hadder, seconded by Mr. Melda, to approve the June 5, 2008 minutes as presented. Motion carried with Mr. Truemper abstaining.

**UNFINISHED BUSINESS**

Discussion Regarding Annual Seminar Speakers

Ms. Hadder reported that Andy Taylor has confirmed to be a speaker and has submitted an outline of his presentation on seller's disclosure. Bill Ward has also confirmed to be a speaker, but has not yet submitted an outline of his presentation. Charlie Baker has declined. Mr. Taylor has agreed to present Mr. Baker's topic which was affordable housing initiative. Ms. Hadder has not yet received a response from Scott Kidner. If Mr. Kidner declines, another speaker will be needed.

#### Discussion Regarding Broker of Record Course

Mr. McGavisk provided members with a copy of a broker of record course outline which was reviewed and discussed. It was discussed changing the existing broker's core course instead of creating a new course. It was discussed that a designated office/sales manager should also be required to take the course. It was suggested adding advertising. Mr. McGavisk will complete a draft and send to members for review.

### **NEW BUSINESS**

#### Review of Letters of Intent

The Committee reviewed the Letters of Intent. All Letters of Intent were accepted as submitted.

#### Review of Course Provider Applications

A motion was made by Mr. Tims, seconded by Mr. Hammond, to recommend to the Real Estate Commission approval or denial of the following items as noted below. Motion unanimously carried.

##### Course Provider: Delaware Association of Realtors

Course Title:	Adapting Your Business to a Changing Market	<b>Approved</b>
Credit Hours:	3	
Course Title:	Landlord Tenant Code from the Other Side of the Fence	<b>Approved</b>
Credit Hours:	3	
Course Title:	Obtaining and Retaining Listings	<b>Approved</b>
Credit Hours:	3	
Course Title:	Lead Generation Fundamentals	<b>Approved</b>
Credit Hours:	3	
Course Title:	Short Sales/Foreclosures	<b>Approved</b>
Credit Hours:	3	

##### Course Provider: Jack Lingo, Inc., Realtor

Course Title:	Financing for Increased Sales	<b>Approved</b>
Credit Hours:	3	

##### Course Provider: Sussex County Association of Realtors

Course Title:	Workplace Spanish for Realtors	<b>Approved</b>
Credit Hours:	15	
Course Title:	Broker Licensing	<b>Approved</b>
Credit Hours:	99	
Course Title:	Legislative Update – NAR Home from Work	<b>Approved</b>
Credit Hours:	3	

##### Course Provider: McKissock, LP

Course Title:	Delaware Salesperson Core Course	<b>Denied – Does not appear to be Approved by ARELLO – Would be Mandatory CE, not Professional Enhancement as requested on application</b>
Credit Hours:	3	

##### Course Provider: New Castle County Board of REALTORS

Course Title:	NCCBOR Broker Licensing Course	<b>Approved</b>
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Credit Hours:	99	
Course Title:	Intro to Commercial Real Estates Sales	<b>Approved</b>
Credit Hours:	6	
Course Title:	Real Estate Finance Today	<b>Approved</b>
Credit Hours:	6	
Course Title:	Diversity & Doing Business	<b>Approved</b>
Credit Hours:	6	
Course Title:	Real Estate & Taxes! What Every Agent Should Know	<b>Approved</b>
Credit Hours:	6	
Course Title:	Ethics & Real Estate	<b>Approved</b>
Credit Hours:	6	
Course Title:	Property Management & Managing Risk	<b>Approved</b>
Credit Hours:	6	

#### Review of Instructor Applications

A motion was made by Ms. Parisi, seconded by Ms. Mitchell, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Richard Pollock **Approved**

Continuing Education: Mortgages After Subprime/Mortgage 101 for New Realtors/The Mortgage Refresher Course/The State of the Mortgage Industry/The Subprime Debacle

Pre-Licensing: Real Estate Mathematics

Broker's Course: Financing

Alvin Monshower **Approved – Cannot teach State Law**

Continuing Education: Federal, State or Local Legislative Issues/Fair Housing Law/Anti-Trust Law/Real Estate Ethics or Professional Standards/Agency Relationships and Responsibilities/Professional Enhancement: The Times They Are A' Changing/Understanding Agency/Anti-Trust and the Real Estate Practitioner/Building a Better Open House/Building a Better Settlement/Buyer Agency/Commercial Real Estate Hot Buttons/Common Real Estate Settlement Problems/Contracts-Contract Law/Deferred Exchanges & Capital Gains Tax/Disclosure/Dispute Avoidance and Resolution/Environmental Issues/Ethical Practice/Fair Housing/Surviving New Fair Housing Testing/FHA Financing/Foreclosures/Procuring Cause/Real Estate Hot Buttons and Issues/Risk Management/Serving the Unsold Seller/Standard Contracts/Understanding the Bankruptcy Reform Act/Wetlands Regulation and Riparian Rights/What's Material?/Legislative Update 2008

Arlene Benton, Esq. **Approved – Cannot teach Real Estate Sales & Needs to take the new agency course before she can teach agency courses**

Continuing Education: Federal, State or Local Legislative Issues/ Real Estate Ethics or Professional Standards/Agency Relationships and Responsibilities/Professional Enhancement: Settlements 101/Foreclosures and Short Sales

Pre-Licensing: Orientation/Real Estate Sales/Real Estate Law

Broker's Course: Real Estate Documents/Legal and Governmental Aspects of Real Estate/Real Estate Investment/Ethics

John Tarburton **Tabled – Needs to provide another reference**

Continuing Education: Federal, State or Local Legislative Issues/Fair  
Housing Law  
Pre-Licensing: Real Estate Law  
Broker's Course: Real Estate Documents/Legal and Governmental Aspects  
of Real Estate

### Review of Student Requests

A motion was made by Ms. Hadder, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval or tabling of the following items. Motion unanimously carried.

Student: Judson Wambold   **Approved**  
Title: Methods of Residential Finance/Tax Advantages of Home Ownership  
Credit Hours: 14

Student: Samuel C. Iwu   **Approved**  
Title: Ethics and Standard Form Update  
Credit Hours: 7

Student: Samuel C. Iwu   **Approved**  
Title: Giving Sellers the Power of Staging  
Credit Hours: 7

### Discussion Regarding Brokers Teaching Legislative Update (Law), and Legal and Governmental Aspects of Real Estate

Mr. McGavisk reported that Ms. Slaughter has asked if a broker can teach the Legislative Update and Governmental Aspects of Real Estate continuing education courses or does it have to be an attorney. After a discussion, it was decided that a broker can teach these courses.

### Correspondence

#### Review Email from Americas Best

Mr. McGavisk read an email from Deborah Rampulla advising that Americas Best has begun the process of phasing out its CD courses in favor of internet courses. It will continue to sell the internet version of the the "ADA Fair Housing" and "Environmental Basics" courses which have been approved by the Committee.

### Other Business Before the Committee (for discussion only)

#### Review Negative Course Evaluation – Robin Sirkis

The Committee reviewed the course evaluations for the math portion of the salesperson's pre-licensing course in which Ms. Sirkis was the instructor. The course evaluations contained comments regarding Ms. Sirkis' ability to instruct real estate math. It was decided to send a letter to Ms. Sirkis, with a copy to Delaware Technical and Community College, acknowledging the negative evaluations. Future evaluations will be closely monitored.

### Fees

Ms. Melvin advised that the fee for a course provider application and instructor application has increased from \$45 to \$48.

Audits

Ms. Melvin reported that audit letters will be sent out from the Division of Professional Regulation the first part of next week. There are approximately 700 licensees that were audited. The Committee will begin to review the audits at the August meeting.

**Public Comment**

There was no public comment.

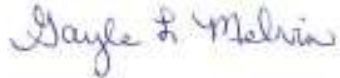
**Next Scheduled Meeting**

The next meeting will be held on Thursday, August 7, 2008 at 9:00 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**Adjournment**

There being no further business, Mr. Tims made a motion, seconded by Ms. Hamilton, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:03 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Gayle L. Melvin". The signature is written in a cursive, flowing style.

Gayle L. Melvin  
Administrative Specialist III